

Privatization of Biennial Reporting Software

Vendor Meeting

February 24, 1999

Privatization of Biennial Reporting Software-- Introductions/Meeting Goals

- ◆ Introductions and Welcoming Remarks
- ◆ Meeting Goals
- ◆ Questions
- ◆ Meeting Minutes
- ◆ Review Meeting Materials
- ◆ Housekeeping

Background-- Biennial Reporting Requirements

♦ **The Resource Conservation and Recovery Act (RCRA) of 1976, as amended by the Hazardous and Solid Waste Amendments (HSWA) of 1984:**

- RCRA Section 3002

Generator Requirements

- RCRA Section 3004

TSDR Requirements

- Requires hazardous waste **Generators** to report to EPA, or authorized States, at least every 2 years, on the quantities, nature and disposition of generated hazardous waste. **TSDRs** must report on the wastes they receive.

Background-- Biennial Reporting Requirements

♦ **Analysis of this information serves as a means of:**

- reporting to Congress and the public on the location, quantities, and disposition of hazardous wastes;
- assessing the effectiveness of existing Agency regulations; and
- assisting the Agency in measuring nationwide progress in its mission to protect human health and the environment.

Background-- Biennial Reporting Process

♦ **EPA Develops Data Collection Forms:**

- **FORM IC: Identification and Certification**
 - General Information, Generator/TDR Status, Certification
- **FORM GM: Waste Generation and Management**
 - Generation and On-site Management and/or Off-site Shipments
- **FORM WR: Waste Received from Off Site**
 - Wastes received and the methods used to manage the waste
- **FORM OI: Off-Site Identification**
 - Optional form which documents off-site installations and transporters.

Background-- Biennial Reporting Process

♦ **States Also Develop Data Collection Forms:**

– For the 1997 BR cycle:

- 6 States used their own State-developed Forms
- 9 States used Modified-EPA Forms

♦ The Draft 1999 EPA Forms: **“1999 Hazardous Waste Report Instructions and Forms”**

- www.epa.gov/epaoswer/hazwaste/data/#brs
- EPA expects approval of the Information Collection Request (ICR) in late February 1999.

Background-- Biennial Reporting Process

- ◆ Beginning with the 1989 BR Cycle, EPA Developed the Biennial Reporting System (BRS) and provided BRS Software to State/Regional Implementers
- ◆ Beginning with the 1993 BR Cycle, Alternate Software packages were also available:
 - 2 Commercial software packages (COTS)
 - 1 State-developed software package (GOTS)
 - Other software packages available directly to the Regulated Community.

Background-- Biennial Reporting Process

- ◆ Each BR Cycle, more States are using Alternate Software packages:
 - For the **1995 BR cycle**:
 - **12 States** used available COTS/GOTS packages for some or all of their BR Data Collection
 - For the **1997 BR cycle**:
 - **35 States** used available COTS/GOTS packages for some or all of their BR Data Collection

Background-- Biennial Reporting Process

- ◆ The Information Technology Management Reform Act (ITMRA) of 1995, also known as the Clinger-Cohen Act, directed the Office of Management and Budget (OMB) to establish clear direction regarding investments in major systems.
- ◆ OMB developed policy directing all Agencies to ensure that investments in major systems proposed for funding should:
 - be undertaken because no alternative private sector or governmental source can efficiently support the function; and
 - support work processes that have been simplified or otherwise redesigned to reduce costs, improve effectiveness, and make maximum use of commercial, off-the-shelf technology.

Background-- Biennial Reporting Process

♦ Privatization: What Is It ?

- An activity carried out by a private firm(s) independent of the Federal Government, or
 - A conscious decision by the Federal Government to no longer support a function which private firms have begun to supply.
- ♦ In May 1998, EPA made the determination that software developed by commercial software vendors, or State-developed software, was an efficient/cost-effective way of implementing the BR requirements and, therefore, the **EPA will no longer develop and provide the BRS Implementer software.**

Privatization of Biennial Reporting Software-- Implementation

- ◆ Beginning with the 1999 BR Cycle, EPA will no longer develop and provide BRS Implementer Software.
 - EPA will provide Flat File Standards to Private Software Vendors and State Translators. The Standards will ensure the Files load into EPA's National Database.
 - State/Regional Implementers will purchase one of the COTS/GOTS software packages, or continue to use their State-developed software, to meet their biennial reporting requirements.

Privatization of Biennial Reporting Software-- Implementation

♦ Privatization--

– Overall Benefits:

- Commercial packages may be suitable for use by the Regulated Community, not just the State/Regional Implementers
- Commercial packages take advantage of current software development standards, including:
 - graphical user interface
 - point and click technology

Privatization of Biennial Reporting Software-- Implementation

♦ Privatization--

– Benefits to State/Regional Implementers:

- The COTS/GOTS software packages allow the States to “push” much of the Data Entry to the Regulated Community.
- The Vendors can customize the software to include State-specific data collection needs.
- The Quality of the Data is better since it passes Basic Edit Checks before industry sends it to the State, resulting in the need for less follow-up and corrections.

Privatization of Biennial Reporting Software-- Implementation

♦ EPA's Contingency Plan:

- On July 1, 1999, EPA will assess the availability of COTS/GOTS software packages and **ONLY if the determination is made that there are no cost-effective COTS/GOTS software packages available to State/Regional Implementers** will EPA begin development of Implementer Biennial Reporting software.

Privatization of Biennial Reporting Software-- Implementation

- ◆ There will be **NO centralized procurement** of Private Software (COTS/GOTS) by EPA HQ.
 - Each State/Regional Implementer will purchase the COTS/GOTS software package that meets their needs.
- ◆ **Testing/Certification** of COTS/GOTS software packages will be performed by your Customers, not EPA HQ.

Privatization of Biennial Reporting Software-- Implementation

♦ **Who are your Customers ?**

- State and Regional Implementers and the Regulated Community for Software Products
- EPA HQ for the Output Flat Files

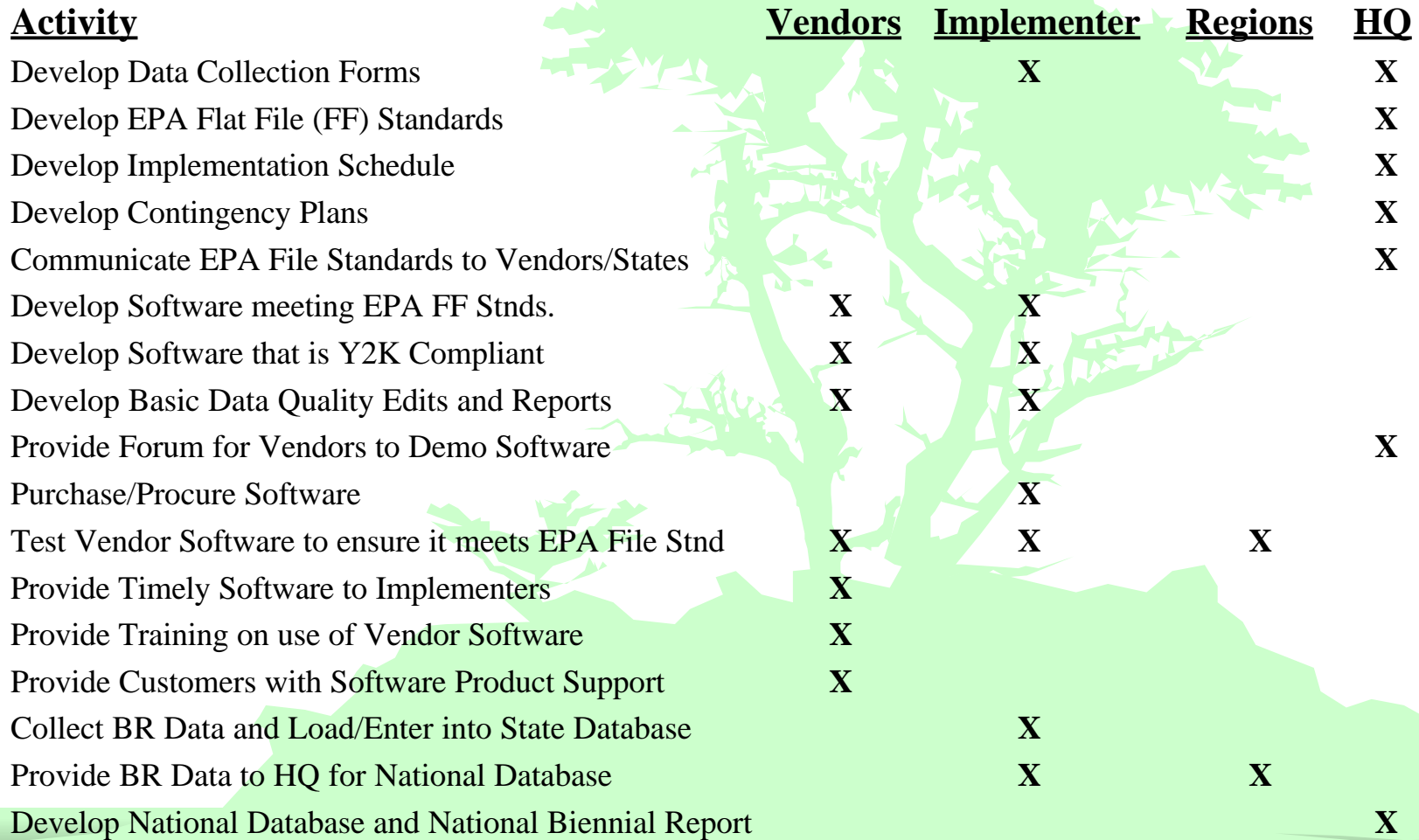
Privatization of Biennial Reporting Software-- Implementation

♦ Implementation Schedule for 1999 BR Cycle:

- Hold Vendor Meeting; Communicate EPA Flat File (FF) Standards **2/24/99**
- Vendors Develop Software **3/99 - 9/99**
- Vendors Demo Software at June '99 Conference **6/99**
- State/Regional Implementers Procure Software **6/99 - 11/99**
- Software/Forms mailed by Implementers to Regulated Community **NLT 12/31/99**
- Completed Biennial Reports due from Regulated Community **3/1/2000**
- Implementers process BR Data/Run Data Quality Checks **3/00 - 10/00**
 - Enter Data from Forms
 - Load Electronic Submissions
- Implementers submit Complete Data (FFs) to HQ for National Database and Preliminary National Biennial Report **8/00**
- HQ Develops and Publishes Preliminary National Biennial Report **9/00**
- Implementers submit Final Data (FFs) to HQ for National Database and Final National Biennial Report **11/00**
- HQ Develops Final National Biennial Report **12/31/00**

Privatization of Biennial Reporting Software-- Implementation

◆ Responsibilities:



<u>Activity</u>	<u>Vendors</u>	<u>Implementer</u>	<u>Regions</u>	<u>HQ</u>
Develop Data Collection Forms		X		X
Develop EPA Flat File (FF) Standards				X
Develop Implementation Schedule				X
Develop Contingency Plans				X
Communicate EPA File Standards to Vendors/States				X
Develop Software meeting EPA FF Stnds.	X	X		
Develop Software that is Y2K Compliant	X	X		
Develop Basic Data Quality Edits and Reports	X	X		
Provide Forum for Vendors to Demo Software				X
Purchase/Procure Software		X		
Test Vendor Software to ensure it meets EPA File Stnd	X	X	X	
Provide Timely Software to Implementers	X			
Provide Training on use of Vendor Software	X			
Provide Customers with Software Product Support	X			
Collect BR Data and Load/Enter into State Database		X		
Provide BR Data to HQ for National Database		X	X	
Develop National Database and National Biennial Report				X

Privatization of Biennial Reporting Software-- Implementation

♦ Keys to Success:

- Communication
 - State/Regional Implementers must clearly communicate requirements to Vendors
- Cooperation
 - Vendors must work with Implementers to develop software that meet their requirements

Privatization of Biennial Reporting Software-- For More Information...

♦ **www.epa.gov/epaoswer/hazwaste/data/#brs**

– **1999**

The **1999 Hazardous Waste Report** Information Collection Request
Draft **1999 Hazardous Waste Report Instructions and Forms**

– **1997**

The **1997 Hazardous Waste Report Instructions and Forms**

– **1995**

The **1995 Hazardous Waste Report Instructions and Forms**

The National Biennial RCRA Hazardous Waste Report: 1995 Edition

Biennial Reporting System Data files: 1995

– **1993**

The National Biennial RCRA Hazardous Waste Report: 1993 Edition

Biennial Reporting System Data files: 1993

– **1991**

The National Biennial RCRA Hazardous Waste Report: 1991 Edition

Biennial Reporting System Data files: 1991

Privatization of Biennial Reporting Software-- For More Information...

♦ www.epa.gov/epaoswer/hazwaste/data/brvendor/

- All Materials Distributed at this Vendor Meeting will be posted by Friday, February 26, 1999.
 - including the **“RCRAInfo File Specification Guide for 1999 Hazardous Waste Report Submissions”**
- Relevant BRS System Documentation will also be available:
 - User Guide
 - Reports Library
 - 1997 Translator Guide (not for use in developing 1999 BR data submissions)
 - Electronic Reporting Guide for the **1997 Hazardous Waste Report**

Privatization of Biennial Reporting Software-- For More Information...

♦ Whom Do You Contact ?

– rcrainfo.help@epa.gov

- Information re: EPA 1999 BR Flat File Standards
- Information re: BRS Software/BRS Data
- 1999 BR Implementation Schedule
- State/Regional Contacts
- Opportunity to Demonstrate Vendor software at June 1999 National Conference

– **Attn: Michael Hillard and Dina Villari**

Privatization of Biennial Reporting Software-- For More Information...

♦ Whom Do You Contact ?

– **Robert Burchard** (*burchard.robert@epa.gov* or 703-308-8450) or
Sara Rasmussen (*rasmussen.sara@epa.gov* or 703-308-8399)

- Information re: EPA's **1999 Hazardous Waste Report Instructions and Forms**
- General Information re: Biennial Reporting Requirements

Privatization of Biennial Reporting Software-- For More Information...

♦ Whom Do You Contact ?

- State and Regional Implementers (*see Contact Lists*)

- Information re: their individual software requirements
- They are your **CUSTOMERS !!**